

**MIAMI TOWNSHIP BOARD OF TRUSTEES**

**FEBRUARY 16, 2016**

The Miami Township Board of Trustees met in regular session on Tuesday, February 16, 2016 at 7:00 PM. Trustee Karl Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Karl Schultz, Ken Tracy and Mary Makley Wolff. Ms. Wolff made a motion to approve the minutes of the January 19, 2016 business meeting and the February 8, 2016 work session as presented, seconded by Mr. Tracy with all voting “AYE”.

**Correspondence:** None

**Special Personnel Action:** Chief Madsen recommended the Board grant final employment to Josh Bail and Todd Taylor for the position of Police Officer.

Mr. Tracy made a motion to grant final employment to Josh Bail and Todd Taylor for the position of Police Officer with an eighteen month probationary period at a starting pay of \$34.93 per hour, with a starting date of March 2, 2016, seconded by Ms. Wolff with all voting “AYE”.

Ms. Wolff explained these new hires are replacements for officers who have recently retired. It is not adding to the amount of officers on staff.

Police Chief, Sue Madsen, asked the Trustees, Fiscal Officer, Administrator and the Law Director to come forward to help with the Oath of Office and Badge Pinning Ceremony. Chief Madsen also asked Josh Bail, his wife, children and parents to come forward and for Todd Taylor, his wife and daughter to come forward. Chief Madsen gave background history on the creation of Miami Township’s Police Department. Chief Madsen gave background information on Josh Bail and the Law Director administered the Oath of Office to Josh Bail. Chief Madsen gave background information on Todd Taylor and the Law Director administered the Oath of Office. At this time, the Badge Pinning Ceremony took place with Josh Bail’s son, Liam and Todd Taylor’s daughter, Sydney, pinning the badges on their father’s uniform.

Ms. Jennifer Harcourt, of Clermont Senior Services, came forward to give a presentation on the Senior Services Tax Levy.

Mr. Nicholas Snow, of Troop 635, came forward to discuss an Eagle Scout project of building community book boxes and placing them throughout the community with high community access. These book boxes will allow people to borrow books and also donate books. Mr. Snow stated he plans on constructing five boxes and installing them in different parks in Miami Township and one at the Civic Center. Mr. Snow described what the boxes will look like and that the outdoor boxes will be constructed to be weather resistant and will have a metal roof. As long as the boxes are not vandalized, they should last for many years. Mr. Snow is requesting the Miami Township Service Department be available for maintenance of the boxes when needed. The funding for the boxes will be done through fundraising and his troop. He is asking Miami Township to donate the concrete for the posts. Mr. Snow would like to have all of the boxes built and installed by August of this year.

Ms. Wolff made a motion to proceed with this Eagle Scout project for the little library boxes in the parks under the supervision and construction of Nicholas Snow from Troop 635, seconded by Mr. Tracy with all voting “AYE”.

**Department Reports:** A representative of each department presented a report of activities during the month of January 2016

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Chief Kelly
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Musselman
Administration	Mr. Wright

## MIAMI TOWNSHIP BOARD OF TRUSTEES

**FEBRUARY 16, 2016**

**New Business:** Mr. Tracy made a motion to pay the bills of the Township with 255 checks numbered 123134 - 123389 and 11 electronic checks numbered 707 - 718 for the total amount of \$843,569.23 plus payroll and payroll taxes for the week of 01/16/2016 in the amount of \$398,360.35 and payroll and payroll taxes for the week of 01/30/2016 in the amount of \$471,319.19, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$56,534.40.

Ms. Wolff made a motion to adopt **Resolution 2016-09** authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$56,534.40, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright recommended the Board take action on the following personnel items: In the Recreation Department to terminate the employment of Megan Duffy effective 12/31/15.

Ms. Wolff moved to approve this Recreation Department personnel item as presented, seconded by Mr. Tracy with all voting "AYE".

To grant Conditional Offer of Employment to Kristen Dix as Recreation Assistant/Instructor, Kaitlyn Teeter as Recreation Assistant/Instructor and Brittany Bader as Recreation Assistant/Instructor.

Mr. Tracy moved to approve this Recreation Department personnel item as presented, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright is recommending the Board accept the resignation of Police Officer Kevin Rogers effective February 7, 2016.

Ms. Wolff moved to approve the Police Department personnel item as presented, seconded by Mr. Tracy with all voting "AYE".

Police Chief, Sue Madsen, is requesting the Boards approval for two new Lieutenant job descriptions. Chief Madsen explained two of the six Sergeants would be assigned the Lieutenant positions and the four remaining Sergeants would cover the Road Patrol. They would not be adding to the Sergeants.

Mr. Tracy made a motion to approve the job descriptions for Support Services and Investigations Lieutenant positions, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright recommended the Board approve the revised job description for the Administration Receptionist/Clerk to better reflect the current duties.

Ms. Wolff made a motion to approve the revised job description for the Administration Receptionist/Clerk as presented, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright explained the Clermont County TID is in the process of issuing bonds that will be used to match state and federal grants for roadway construction projects for several years. Future projects in Miami Township include or in the vicinity of St. Rt. 28, Loveland Miami Road, US 50, Donna Jay and Wards Corner Road. Miami Township has previously pledged \$500,000 per year through 2028 to the TID for future projects and the current proposal to extend Miami Township's pledge from 2029 through 2036 would be an annual pledge of \$100,000. Mr. Wright is recommending the Board adopt Resolution 2016-10 approving and authorizing amendment of the Intergovernmental Agreement by and between Miami Township acting through its Board of Trustees, and the Clermont County Transportation Improvement District and dispensing with the second reading.

Ms. Wolff made a motion to adopt **Resolution 2016-10** a resolution approving and authorizing amendment of the Intergovernmental Agreement by and between Miami Township acting through its Board of Trustees, and the Clermont County Transportation Improvement District and dispensing with the second reading, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Board that the Fire/EMS Department is requesting to purchase four new Mobile Data Computers and to upgrade 11 existing MDCs due to the County bringing a new Computer Aided Dispatching system online. The total cost would be \$27,400.00. Mr. Wright is recommending the Board approve this purchase.

## MIAMI TOWNSHIP BOARD OF TRUSTEES

**FEBRUARY 16, 2016**

Mr. Tracy made a motion to approve the Fire/EMS Department's Mobile Data Computer purchase, upgrade for existing and set up fee for new MDCs at a total cost of \$27,400.00, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised the Fire/EMS Department is requesting to replace 22 sets of turnout gear as they have reached their ten (10) year turnaround time. The distributor is holding the 2014 price of the gear until the end of February. Each set is 2,300.00 for a total of \$50,500.00. Mr. Wright is recommending the Board approve this purchase.

Ms. Wolff moved to approve the Fire/EMS Department request to replace 22 sets of turnout gear at a cost of \$50,500.00, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright also advised the Fire/EMS Department is requesting to purchase a gate for the fencing around the training tower at Live Oaks Vocational School. The cost of the gate is \$2,400.00.

Ms. Wolff moved to approve the Fire/EMS Department request to purchase a gate for the fencing around the training tower at Live Oaks Vocational School at a cost of \$2,400.00, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Clermont County Engineer, with the concurrence of the Clermont County Administrator, has released the performance and maintenance bond, as well as the one year performance bond for sidewalks as surety for Weber Woods "Court in Weber Woods Subdivision. The County is recommending Miami Township accept Weber Woods Court into the Miami Township Public Road System.

Mr. Tracy made a motion to adopt **Resolution 2016-11** a resolution accepting Weber Woods Court as a dedicated street within and as part of the Miami Township Road System and dispensing with the second reading, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised that as a result of accepting Weber Woods Court into the Township's Road System he is recommending the Board lower the speed limit on Weber Woods Court to 25 MPH.

Ms. Wolff made a motion to adopt **Resolution 2016-12** a resolution lowering the speed limit on certain streets in Miami Township and declaring an emergency, seconded by Mr. Tracy with all voting "AYE".

Mr. Wright advised the Miami Township Service Department is in possession of miscellaneous surplus equipment that is no longer necessary for their operation or is obsolete. Mr. Wright is recommending the Board adopt a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by internet Auction pursuant to Section 505.10 of the Ohio Revised Code. If no qualified bidders are found within twenty days the Administrator or appropriate Department Head is authorized to dispose of the equipment by destruction or other means.

Mr. Tracy made a motion to adopt **Resolution 2016-13** a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by internet auction, as listed on Exhibit A, pursuant to Section 505.10 of the Ohio Revised Code, seconded by Ms. Wolff with all voting "AYE".

Mr. Wright advised he has fielded calls from interested parties who would like to purchase the "Annex Building". After speaking with the parties and showing the building, Mr. Wright received an offer from a business owner with the best ability and desire to purchase the property, coupled with the best proposed use of the property is from Joe Wood, a resident who owns a home improvement business known as All Around Joe. Mr. Wood owns his own carpentry business and will greatly improve the aesthetics of the building. Mr. Wright advised the building was originally built at the expense of one of the original Fire & EMS companies that predated the Township consolidation of those emergency services. Therefore, he proposes the proceeds from the leasing and sale of the property be deposited into the Township's Fire & EMS Fund. Mr. Wright is recommending the Board adopt a resolution authorizing the disposition of real property and approval of lease agreement and option to purchase between Miami Township, Lawrence J. Wood II and All Around Joe, LLC and dispensing with the second reading.

## MIAMI TOWNSHIP BOARD OF TRUSTEES

**FEBRUARY 16, 2016**

Ms. Wolff made a motion to adopt **Resolution 2016-14** a resolution authorizing the disposition of real property and approval of lease agreement and option to purchase between Miami Township, Lawrence J. Wood II and All Around Joe, LLC and dispensing with the second reading, seconded by Mr. Tracy with all voting “AYE”.

Mr. Wright explained each year the Board sets the pay rate for all employees for the year. In December and January the Board approved the pay rates for all employees covered by Collective Bargaining Agreements. Mr. Wright is recommending the Board adopt a resolution providing for compensation of non-bargaining and exempted salaried Township personnel.

Mr. Tracy made a motion to adopt **Resolution 2016-15** a resolution providing for compensation of Township employees effective with the first pay period of 2016, seconded by Ms. Wolff with all voting “AYE”.

Mr. Wright explained Skyhawks Sports Academy has submitted its contract to the Township for their summer sports camps. The contract is the same as last year’s contract and there is no cost to the Township for these camps. Law Director, Joe Braun, has reviewed and approved as to form this contract. Mr. Wright is recommending the Board approve the contract and authorize the Township Administrator to execute the contract on behalf of the Board.

Ms. Wolff made a motion to approve the contract with Skyhawks Sports Academy and further authorize the Township Administrator to execute the contract of behalf of the Board, seconded by Mr. Tracy with all voting “AYE”.

Mr. Wright recommended the Board reschedule their regularly scheduled March work session due to the work session falling the day before the regularly scheduled business meeting.

Mr. Tracy made a motion to reschedule the March 14, 2016 Trustee work session to March 7, 2016 at 8:30 a.m., seconded by Ms. Wolff with all voting “AYE”.

**Public Comment:** Ms. Karen Wikoff, of the Milford Miami Township Chamber of Commerce, reminded the Board of the State of Miami Township, City of Milford and Milford Schools which will be held on March 21, 2016 at the Miami Township Civic Center beginning at 8:00 a.m.

Ms. Barb Brunner came forward to comment on the awesome group of people working for the Township. Ms. Brunner also noted she is running for Clermont County Commissioner and wants the County to work together with Townships, Villages and Cities for the good of the County and would appreciate their support.

**Executive Session:** Mr. Tracy made a motion to go into Executive Session to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official, or the investigation of charges or complaints against a public employee or official pursuant to Section 121.22(G)(1) of the Ohio Revised Code, and to consider confidential information related to the marketing plans, specific business strategy, production techniques, trade secrets, or personal financial statements of an applicant for economic development assistance, or negotiations with other political subdivisions respecting requests for economic development assistance which is necessary to protect the interests of the applicant or the possible investment or expenditure of public funds to be made in connection with the economic development project pursuant to Section 121.22(G)(8) of the Ohio Revised Code, seconded by Ms. Wolff with all voting “AYE”.

Mr. Tracy made a motion to come out of Executive Session, seconded by Ms. Wolff with all voting “AYE”.

With no further business to come before the Board the meeting was adjourned at 9:00 p.m.

ATTEST: \_\_\_\_\_  
Eric C. Ferry, Fiscal Officer

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Karl Schultz, Chairperson

